

WORK ORDER FOR COURT REPORTER SERVICES

JWS 2/15/09 06/00/11 Page 1 of 2

Submit Invoices to:
Department of Justice, Accounting Office
1300 I Street, Room 810
Sacramento, CA 95834

(1) Vendor Contact Information (name, address, business phone number): DEBORAH K. GACKLE, RPR, CSR Official Reporter United States District Court Central District of California 312 North Spring Street, Room 402-A Los Angeles, California 90012 (313) 620-1149		(2) Date: Apr 26, 2011
		(3) Federal Tax ID Number: [REDACTED]
		(4) Vendor DVBE/SB Cert. Number
(5) Department of Justice Matter ID Number: 00002215LA2008504033	(6) Case Name: Daniel Larsen v. Adams	
(7) Amount Approved: \$99.00	(8) Approved Period of Service: 12/3/09	(9) Invoice Number:
(10) Nature of Service (check all that apply): <input type="checkbox"/> deposition <input type="checkbox"/> other (explain): <input checked="" type="checkbox"/> transcript copies <input type="checkbox"/> transcript preparation <input type="checkbox"/> appearance fee		
(11) Selected least expensive court reporter (based on cost per page) from the court reporter approved list? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
(11a) If no, check box that applies or explain below: <input checked="" type="checkbox"/> copy of court room transcription <input type="checkbox"/> other (explain): <input type="checkbox"/> opposing counsel made selection <input type="checkbox"/> does not provide required service <input type="checkbox"/> did not receive satisfactory performance		
(12) DAG Initiating Work (signature required): 	(13) Date: Apr 26, 2011	(14) Typed Name and Title: Eric J. Kohn, Deputy Attorney General
(15) Division/Section: Los Angeles Crim. Law Division/AWT Section	(16) City: Los Angeles	(17) Telephone Number: (213) 897-2273
(18) Approval for Expenditure (signature required): 	(19) Date: Apr 26, 2011	(20) Typed Name and Title: Pamela C. Hamanaka, Senior Assistant Attorney General

For Accounting Office Use Only

(21) Work Order Number	(22) Vendor Number
------------------------	--------------------

WORK ORDER FOR COURT REPORTER SERVICES

JUS A15 (Rev 03/2011) Page 2 of 2

The JUS A-15 (WORK ORDER FOR COURT REPORTER SERVICES)
has been designed to meet the requirements for procurement of a specific type of service.
This form is NOT to be used for any other purpose.

- (1) VENDOR CONTACT INFORMATION - Enter the vendor's name, business address (including zipcode) and business phone.
- (2) DATE - Enter the date this form is being completed.
- (3) FEDERAL TAX ID. NO. - Enter the vendor's ID number. For assistance, contact DAS Accounting at (916) 324-5083 or (916) 324-5121.
- (4) VENDOR CERT. NUMBER IF DVBE/SB - Provide Disabled Veteran's Owned (DVBE) or Small Business (SB) certificate number if the vendor has been certified by Department of General Services Office of Small Business & Disabled Veteran Business Enterprise Services. For assistance contact the DAS Contracts Unit at (916) 327-4154.
- (5) DEPT. OF JUSTICE MATTER ID NUMBER - Enter the Department of Justice 20-digit matter ID number.
- (6) CASE NAME - Enter the case name as it appears in ProLaw.
- (7) AMOUNT APPROVED - Enter the dollar amount approved for payment, not to exceed \$5,000.00
- (8) APPROVED PERIOD OF SERVICE - Enter the beginning and ending dates of service.
- (9) INVOICE NO(S) - Enter the vendor's invoice number(s).
- (10) NATURE OF SERVICE - Check the applicable box for the type of court reporter services acquired, e.g. deposition work, appearance fee, copies, transcript preparation, or other.
- (11) SELECTED LEAST EXPENSIVE COURT REPORTER - Indicate whether or not the least expensive court reporter was selected from the court reporter list. A listing of vendors that provide court reporter services is available on the DOJ Intranet. The listing is created and maintained by the Legal Support Operations Branch (LSOB) and is updated annually. Additional vendors may be added to the listing at any time by completing a questionnaire sent by the LSOB Headquarters Unit. For more information about the listing or to request a questionnaire, contact (916) 323-8516.
- (11a) IF NO, CHECK THE BOX THAT APPLIES - Explain the reason for not selecting least expensive court reporter from the court reporter list (e.g., copy of court room transcription, opposing counsel selection, least expensive reporter does not provide the service required).
- (12) DAG INITIATING WORK - Attorney requesting service must sign.
- (13) DATE - Enter the date this form is being signed.
- (14) TYPED NAME AND TITLE - Type name of attorney requesting service.
- (15) DIVISION/SECTION - Enter division and section of attorney requesting service.
- (16) CITY - Enter office location for attorney requesting service.
- (17) TELEPHONE NUMBER - Enter telephone number of attorney requesting service.
- (18) APPROVAL FOR EXPENDITURE - Each division requires different levels of approval: Civil - SDAG; Criminal - SAAG; Public Rights - SAAG. This signature cannot be the same as the requester.
- (19) DATE - Enter the date this form is being signed.
- (20) TYPED NAME AND TITLE - Type approver's name and title.
- (21) WORK ORDER NUMBER - This will be completed by the Accounting Office.
- (22) VENDOR IDENTIFICATION - This will be completed by the Accounting Office.

Each Division may establish additional requirements for the use and/or approval process of the JUS A-15 form.

In all cases send the original Work Order Form plus one copy and the original invoice plus one copy to:

DEPARTMENT OF JUSTICE
ACCOUNTING OFFICE
1300 I Street, Room 810
Sacramento, CA 95814

1 DEBORAH K. GACKLE, RPR, CSR

2 OFFICIAL REPORTER
3 UNITED STATES DISTRICT COURT
4 CENTRAL DISTRICT OF CALIFORNIA
5 312 North Spring Street, Room 402-A
6 Los Angeles, California 90012
(213) 620-1149
dkgackle@sbcglobal.net

7 TO: Attorney General
8 DAG Eric J. Kohm

Invoice Date: 12/3/09

9 RE: Larsen v. Adams
10 CV 08-4610-CAS(SS)
11 11/17/09 Evid. Hrg.
12 Transcript: Pdf.

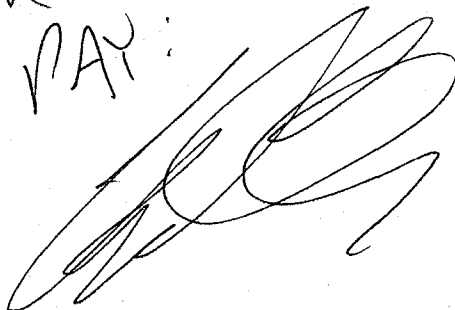
13 11/17/09 110 x pages \$.90 = \$ 99.00

14 Minus Deposit: \$ -0-

15 Total Now Due: : \$ 99.00
16
17

18 THANK YOU

19 OK TO
20 PAY:
21
22
23
24
25



UNITED STATES DISTRICT COURT, CENTRAL DISTRICT OF CALIFORNIA